

**City of Saluda
Board of Commissioners**



**Regular Meeting
October 12, 2015**

The Saluda Board of Commissioners met for their regular public meeting on Monday, October 12, 2015 at 7:00 P.M in the Saluda Public Library.

Mayor Baisden called the meeting to order at 7:00P.M. A moment of silence was observed.

The Pledge of Allegiance was recited.

Attendance was taken and present were **Mayor Baisden, Commissioner Cass, Commissioner Oxtoby, Commissioner Ashburn, Commissioner Morgan, Attorney Bailey Nager, Finance Officer Julie Osteen, Zoning Administrator Jon Cannon and City Clerk Robert O'Dell.**

No Additions/Deletions

Commissioner Morgan made a motion to accept the agenda and Commissioner Cass seconded. All were in favor.

Consent Agenda

Commissioner Oxtoby made a motion to approve the consent agenda with no changes. Commissioner Cass seconded the motion. All were in favor.

Public Comment

Don Clapp asked that two plaques received by Tree City USA be placed in an agreed location in city hall.

Budget/Department Reports

Finance Department

Finance Officer Julie Osteen reviewed September's budget numbers which are available at City Hall. Mrs. Osteen talked about a battery purchase that was made for the radar sign placed in town next to the elementary school which costed \$600.00. Mrs. Osteen noted that transportation costs are at 26% of the total budgeted. She received notice from the NCDOT that the Powell Bill October distribution is set to be transmitted within the next day or two. Mrs. Osteen also pointed out that property tax collections are above last year's collections at this point after contracting with Polk and Henderson Counties. Mrs. Osteen asked the board for a budget amendment to bring revenues up in administration for the top of the grade concerts.

Commissioner Morgan made a motion to accept the budget amendments and Commissioner Cass seconded the motion. All were in favor.

Public Safety

Commissioner Oxtoby presented the monthly police numbers. He mentioned that the speed sign has been sent off for repair and will return soon. He also mentioned that the department is updating their radar certificates.

Buildings Department

Commissioner Ashburn stated that the city hall open house is on Saturday November 7 from 2-4 pm. She mentioned that the city should look into enacting a new policy that requires trash from all public buildings that contain food items to be taken out the same day it is disposed of. She stated that food had been left out in the library for several days. Commissioner Ashburn also stated that 29 responses were submitted to the Economic Vitality Committee in regards to the survey sent out by the Saluda Downtown Foundation. Commissioner Ashburn also requested that City Administrator Jon Cannon draft a policy to prohibit food being left overnight in trash cans in city buildings.

Water/Sewer Department

Commissioner Cass discussed the water report and stated that the past due amounts are reducing each month. She stated that the NC Main Street regional meeting will be held at the Depot in Saluda on October 21 at 10:30am. She also mentioned that the Blue Ridge Heritage Sign had been put up.

Parks Department

Commissioner Morgan stated that the sidewalk around Wards General Store needs repair. He also mentioned that the antique & car show fared well even with the heavy rains during that time. He also noted that railroad day will be on November 7.

Old Business

Item #1-Zoning Ordinance Renumbering-Jon Cannon

Commissioner Cass made a motion to approve the amendment to the zoning ordinance in regards to renumbering changes. Commissioner Ashburn seconded the motion. All were in favor.

New Business

Item #2-Proclamation for CROP Hunger Walk Day-Mayor Baisden

Mayor Baisden spoke briefly about how CROP Hunger walks have raised over \$200 million to bring hunger aid to people in need around the world and area, specifically the Thermal Belt Outreach in Columbus, NC.

Commissioner Morgan makes motion to accept the cropwalk proclamation. Commissioner Cass seconded. All were in favor.

Item #3-Public Hearing Request, Zoning Ordinance Section 7-Off Street Parking Amendment-Jon Cannon

City Administrator Jon Cannon explained that the planning board has requested to have a public hearing to add an amendment to the Zoning Ordinance addressing off street parking and loading requirements in the city. Commissioner Oxtoby asked if Polk County has a parking ordinance. Mr. Cannon responded that the county does not have such an ordinance.

Commissioner Cass made a motion to adopt a resolution of intent to consider an ordinance amending the Zoning Ordinance and set a public hearing. Commissioner Ashburn seconded. All were in favor.

Item #4-Back Taxes-Robert O'Dell

City Clerk Robert O'Dell explained that he is working with Donna Fox from the City of Hendersonville to compile a list of properties which owe the City dating back to 2009. Commissioner Oxtoby expressed appreciation for this effort. Mr. O'Dell explained that the total was unofficial since interest had not been calculated and added to the principal amount.

Item #5-Library Repairs-Jon Cannon

City Administrator Jon Cannon outlined the floor sanding proposal for the library from Quality Floor Service. Mr. Cannon mentioned that the city is responsible for covering all items in the library to shield them from dust during the floor sanding. The proposed cost for labor and materials is \$1,702.00.

Commissioner Ashburn made a motion to adopt the library repair proposal. Commissioner Cass seconded. All were in favor.

Item #6-Laurel Drive lift station update and discussion-Jon Cannon

City Administrator Jon Cannon mentioned that the city had an SSO during the recent heavy rain because of rainwater entering the sewer system. Mr. Cannon also explained that public works had inspected manholes during the recent rainstorm and many had been found to be damaged. He mentioned that \$9,300 was spent on pump trucks pumping out the station in the recent rainstorm. Mayor Baisden said that water samples were taken shortly after the SSO and the results showed that the water source where the spillage occurred had been diluted enough by the heavy rains to produce a positive result. Commissioner Oxtoby asked if the volume of waste water was being monitored on a consistent basis. Mr. Cannon mentioned that the lift station has a visual signal to show the level of waste water. Commissioner Oxtoby asked when the lift station was last repaired. Mr. Cannon replied that the city had been cited by DENR in 2014 and by 2015 no repairs had been done to bring the station in compliance. He also stated that the town should have a cost estimate to rebuild the lift station soon and that estimate could be as high as \$45,000. Mayor Baisden mentioned that two years ago there was a directive to go to all three lift stations to monitor them for issues and it was never carried out by the previous city administrator. Mr. Cannon mentioned that in order to receive aid to repair the lift station there needed to be a sufficient number of SSOs reported in order to show that there is a problem. He

added that there had been none reported in the past. Mr. Cannon also wanted to commend all of the hard work by the public works staff during the recent heavy rains in regards to the sewer system.

With no further business, Commissioner Cass made a motion to adjourn. Commissioner Morgan seconded motion and all were in favor.

Time of adjournment 9:30pm.

Respectfully submitted by Robert O'Dell, City Clerk. Adopted this _____ day of _____, 2015.

Fred H. Baisden, Mayor

Robert O'Dell, City Clerk